

HIGHLANDS RECREATION DISTRICT
REGULAR BOARD MEETING MINUTES
Tuesday, March 8, 2022
Location: 1851 Lexington Ave., San Mateo, CA 94402 (MPR)

Attendees

Community Members wishing to attend were encouraged to teleconference into the meeting.

Join Zoom Meeting <https://zoom.us/j/2360984155>

Board Members:

Michelle McNeil
Shirin Bakhshay
Andrew Aquino
Pam Merkadeau
Eric Olbekson (absent)

Staff:

Derek Schweigart
Mike Koeing
Natalee Garay-Espinal
Monica Fellis
Dan Ryken
Osa Wolff

1. Call to Order

The meeting was called to order at 7:00 pm by Board Member MM.

2. Review and Approval of Minutes

Board Member PM made a motion, AA second, to approve the Regular Meeting Minutes from February 8, 2022. The motion passed unanimously.

Vote: AA - Y; SB - Y; MM - Y; PM – Y; EO –absent

3. Introduction of Guests

Guests were introduced.

4. Communications, Announcements

Nothing to report.

5. Public Forum

Nothing to report.

6. Manager's Report

- a. Programming
- b. Administration

7. Financial Report

a. Monthly Statement

8. Old Business

a. Discussion: Update on HRD master plan and review of existing conditions

9. New Business

a. Discussion: Resident pool membership proposal

b. Discussion/Motion: Review and approve design option for the repair of the administration office stairs and deck and provide direction to staff on next steps

Board Member AA made a motion, SB second, review and approve design option #2 which replaces the cantilever design with a new post and footing design with an architect estimate of \$119,780 including 10% contingency. Staff will obtain permits and report back to the Board in future meetings, to provide direction to staff on next steps regarding the repair of the office stairs and deck.

Vote: AA - Y; SB - Y; MM - Y; PM - N; EO – absent

c. Discussion: Appoint Ad Hoc Personnel Committee

Board Member MM appointed Board Members EO and PM as the Ad Hoc Personnel Committee.

10. UPCOMING MEETINGS: April 12, May 10, June 14

11. Review and Payment of Bills

a. Action: Motion to approve Expenditures

Board Member PM made a motion, AA second, to pay the bills. The motion passed unanimously.

Vote: AA - Y; SB - Y; MM – Y ; PM - Y; EO – absent

12. HRD Board of Directors Announcements

Nothing to report.

13. Adjournment

a. Board Member SB made a motion, PM second, to adjourn the meeting. The motion passed unanimously.

Vote: AA - Y; SB - Y; MM - Y; PM – Y; EO - absent

The Meeting adjourned at 8:52 p.m.

Respectfully Submitted,

Monica Fellis
Board Secretary